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| **Edited by** | **Adopted from** |
| **Abdullah Al, Heif** | **Tired intruder** |

Name and signature

**Goal**

Delivery of the internal issuer

**Application area**

 Human Resources Deanship

**Reference**

Higher Education Council system and universities regulations

 Regulations and regulations of the Ministry of Human Resources and Social Development

University Council decisions

**Definitions and shortcuts**

 AR: Human ResourcesDeanship Management P: Procedure

**Amendments**

**Attached documents**

**Explain the steps**

1. After filming the internal transaction it is sent to the concerned authorities of the electronic system.

2. Issuing a statement of delivery of the transaction.

3. Send it to the concerned party electronically.